

**RECEIVABLES CREDIT/DEBIT MEMO FORM**

**Note: Complete this form electronically and use the drop down menus when provided.**

Today's Date:	Oct 23,2012	
Station:	KMBC	Drop Down
Sales Region:	NATIONAL	Drop Down
Agency:	Smart Media Group LLC	
Advertiser:	Spence /R/Governor	
Invoice #	962808-1	Net Invoice Amount
Invoice Date		Amount Paid
	Adjustment to Gross Billing	\$ 60.00
	Adjustment to Net Billing	\$ 51.00
AE Name:	Meredith Thompson	
SM Name:	Tony Kim	
Reason for DEBIT/CREDIT:	POLITICAL RATE ADJUSTMENT	Drop Down
	(Field Required - must use drop down list)	

**EXPLANATION (Please explain in detail):**

LUR for the w/o 10/15

First news Sat 5a-6a =1x @ \$50 Lur L3 \$35 total rebate \$15 Gross/ \$12.75 net

First news Sat 7a-9a = 1x @ \$150 Lur L3 \$ 120 total rebate \$30 Gross/\$25.50 net

First news Sun 7a-9a= 1x @ \$125 Lur L3 \$110 total rebate \$15 Gross/ \$12.75 net

Revised invoice required?

**REQUIRED APPROVALS:**

Local AE	Local Sales Region	(Web & Mobile when applicable)
LSM	Local Sales Region	(Web & Mobile when applicable)
NSM	National Sales Region	(Web & Mobile when applicable)
DSM	Digital Sales Region	Web & Mobile optional/station's discretion
GSM	All debits/credits	except Retrans & Non Sales region
Regl Controller	All debits/credits	

Form with all required approvals emailed to Regional C&C Manager

Input to Wide Orbit on: \_\_\_\_\_ by \_\_\_\_\_

Updated 03/15/12

**HEARST** television inc**RECEIVABLES CREDIT/DEBIT MEMO FORM**

Note: Complete this form electronically and use the drop down menus when provided.

Today's Date:	Oct 18, 2012	
Station:	KMBC	Drop Down
Sales Region:	NATIONAL	Drop Down
Agency:	Smart Media Group	
Advertiser:	Spence/R/Governor	
Invoice #	961834-1	Net Invoice Amount
Invoice Date		Amount Paid
	Adjustment to Gross Billing	\$ 445.00
	Adjustment to Net Billing	\$ 378.25
AE Name:	Meredith Thompson	
SM Name:	Tony Kim	
Reason for DFBIT/CREDIT:	POLITICAL RATE ADJUSTMENT	Drop Down
	(Field Required - must use drop down list)	

**EXPLANATION (Please explain in detail):**

LUR for the w/o 10/8

2.5 Men T-F 1035p-1105p = 3x @ \$450 Lur L3 \$400 total rebate \$150 Gross/ \$127.50 net

Nightline T-F 1135p-1205a 4x @ \$250 LUR L3 \$200 Total rebate \$200 Gross/ \$170 net

First News Sat 5a-6a = 1x @ \$50 LUR L3 \$35 Total rebate \$15 Gross/\$12.75 net

First News Sun 7a-9a = 2x \$150 LUR L3 \$110 Total rebate \$80 gross/\$68 net

Revised invoice required?

**REQUIRED APPROVALS:**

Local AE	Local Sales Region	(Web & Mobile when applicable)
LSM	Local Sales Region	(Web & Mobile when applicable)
NSM	National Sales Region	(Web & Mobile when applicable)
DSM	Digital Sales Region	Web & Mobile optional/station's discretion
GSM	All debits/credits	except Retrans & Non Sales region
Regl Controller	All debits/credits	

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Today's Date:	Oct 18,2012	
Station:	KMBC	Drop Down
Sales Region:	NATIONAL	Drop Down
Agency:	Smart Media Group	
Advertiser:	Spence/R/Governor	
Invoice #	958554-1	Net Invoice Amount
Invoice Date		Amount Paid
	Adjustment to Gross Billing	\$ 100.00
	Adjustment to Net Billing	\$ 85.00
AE Name:	Meredith Thompson	
SM Name:	Tony Kim	
Reason for DEBIT/CREDIT:	POLITICAL RATE ADJUSTMENT	Drop Down
	(Field Required - must use drop down list)	

**EXPLANATION (Please explain in detail):**

LUR for the w/o 10/8

2.5 Men M 1035p-1105p =1x @ \$450 Lur L3 \$400 total rebate \$50

Nightline M 1135p-1205a= 1x @ \$250 Lur L3 \$200 total Rebate \$50

Revised invoice required? \_\_\_\_\_

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Local AE	Local Sales Region	(Web & Mobile when applicable)
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Today's Date:	Oct 30,2012	
Station:	KMBC	Drop Down
Sales Region:	NATIONAL	Drop Down
Agency:	Smart Media Group	
Advertiser:	Spence/R/Governor	
Invoice #	966666	Net Invoice Amount
Invoice Date		Amount Paid
	Adjustment to Gross Billing	\$ 25.00
	Adjustment to Net Billing	\$ 21.25
AE Name:	Meredith Thompson	
SM Name:	Tony Kim	
Reason for DEBIT/CREDIT:	POLITICAL RATE ADJUSTMENT	Drop Down
	(Field Required - must use drop down list)	

EXPLANATION (Please explain in detail):

LUR for the w/o 10/22

Rachel Ray M-F 9a-10a =1x @ \$125 Lur L3 \$100 total rebate \$25

Revised invoice required? \_\_\_\_\_

REQUIRED APPROVALS:

Local AE	Local Sales Region	(Web & Mobile when applicable)
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Note: Complete this form electronically and use the drop down menus when provided.

Today's Date:	Oct 30,2012	
Station:	KMBC	Drop Down
Sales Region:	NATIONAL	Drop Down
Agency:	Smart Media Group	
Advertiser:	Spence/R/Governor	
Invoice #	967961	Net Invoice Amount
Invoice Date		Amount Paid
	Adjustment to Gross Billing	\$ 25.00
	Adjustment to Net Billing	\$ 21.25
AE Name:	Meredith Thompson	
SM Name:	Tony Kim	
Reason for DEBIT/CREDIT:	POLITICAL RATE ADJUSTMENT	Drop Down
	(Field Required - must use drop down list)	

EXPLANATION (Please explain in detail):

LUR for the w/o 10/22

Sun 5a News Sun 5a-6a =1x @ \$60 Lur L3 \$35 total rebate \$25

Revised invoice required? \_\_\_\_\_

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Today's Date:	Oct 30,2012	
Station:	KMBC	Drop Down
Sales Region:	NATIONAL	Drop Down
Agency:	Smart Media Group	
Advertiser:	Spence/R/Governor	
Invoice #	964258	Net Invoice Amount
Invoice Date		Amount Paid
	Adjustment to Gross Billing	\$ 2,565.00
	Adjustment to Net Billing	\$ 2,180.25
AE Name:	Meredith Thompson	
SM Name:	Tony Kim	
Reason for DEBIT/CREDIT:	POLITICAL RATE ADJUSTMENT	Drop Down
	(Field Required - must use drop down list)	

EXPLANATION (Please explain in detail):

LUR for the w/o 10/22

Rachel Ray M-F 9a-10a =2x @ \$125 Lur L3 \$100 total rebate \$50

Dr OZ M-F 4p-5p =1x @ \$175 LUR L3 \$160 total rebate \$15

DWS M 7p-8p=1x @ \$5000 LUR L2\$2500 total rebate \$ 2500

Revised invoice required? \_\_\_\_\_

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Agency:	Smart Media Group	
Advertiser:	Spence/R/Governor	
Invoice #	966422	Net Invoice Amount
Invoice Date		Amount Paid
	Adjustment to Gross Billing	\$ 25.00
	Adjustment to Net Billing	\$ 21.25
AE Name:	Meredith Thompson	
SM Name:	Tony Kim	
Reason for DEBIT/CREDIT:	POLITICAL RATE ADJUSTMENT	Drop Down
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EXPLANATION (Please explain in detail):

LUR for the w/o 10/22

Rachel Ray M-F 9a-10a =1x @ \$125 Lur L3 \$100 total rebate \$25

Revised invoice required? \_\_\_\_\_

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Today's Date:	Nov 5, 2012	
Station:	KMBC	Drop Down
Sales Region:	NATIONAL	Drop Down
Agency:	Smart Media Group	
Advertiser:	Spence/R/Governor	
Invoice #	968783	Net Invoice Amount
Invoice Date		Amount Paid
	Adjustment to Gross Billing	\$ 200.00
	Adjustment to Net Billing	\$ 170.00
AE Name:	Meredith Thompson	
SM Name:	Tony Kim	
Reason for DEBIT/CREDIT:	POLITICAL RATE ADJUSTMENT	Drop Down
	(Field Required - must use drop down list)	

EXPLANATION (Please explain in detail):

LUR for the w/o 10/29

Katie 2p-3p M-F=4x @ \$150 Lur L3 \$100 total rebate \$200

Revised invoice required? \_\_\_\_\_

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